



RANGIORA HIGH SCHOOL BOARD OF TRUSTEES MEETING
Wednesday 24 June 2020
At 7.00pm in the Strachan Room
OPEN AGENDA

	<p>BOT Annual Agenda links</p> <p>RHS Policy Framework link</p> <p>BYOD Instructions link</p>
1	Apologies
2.	Conflicts of Interest for the Meeting
	<i>Declaration of any conflicts of interests in items to be covered during the meeting, (Open and In- Committee Agendas) and any updates to the Board Conflict of Interest Register.</i>
3.	Speaking Rights
	Standing Motion – <i>“that speaking rights be given to Paul Donnelly, Associate Principal, and David Lowe, Business Manager”</i>
4.	Briefings
	Paula Mc Donald 7pm - PBL4 Presentation
5.	Strategic Discussions and Decisions
	<p>5.1 BOT By - Election – oral update (<i>objections close 8 July</i>)</p> <p>5.2 BoT Succession Planning (<i>oral discussion</i>)</p> <p>5.2 RHS Vision - Development of new charter 2021 (<i>To be Tabled</i>)</p> <p>5.3 RHS Enrolment Zone Proposed Amendment</p>
6.	Administration
	<p>6.1 Confirmation of Minutes – Open Meeting of 20 May 2020</p> <p>6.2 Correspondence – (<i>see list attached</i>)</p> <p>6.3 Report on Finance and Property Committee Open Meeting of 17 June 2020</p> <p>6.4 Confirmation of Audited Annual Accounts for Year Ending 31 December 2019</p> <p>6.5 Auditors Report to the BOT for the 2019 Year</p> <p>6.6 Personnel Committee Terms of Reference</p>

RHS Vision Statement *“Each and every learner will thrive in a centre of learning excellence.”*

	<p>6.7 Motion giving Delegation to Business Manager for Management of NZBN account</p> <p>6.8 International Department Report term 2</p> <p>6.9 Triennial Agenda Review</p> <p>6.10 Board Structure and Remuneration Policy (ex 25 March 20 mtg)</p> <p>6.11 Student BOT Rep 2020 Report</p>
7.	Monitoring
	<p>7.1 Principal's Report June 2020</p> <p>7.2 Finance Report 17 June 2020 (ex F & P Cttee mtg 17 June)</p> <p>7.3 Analysis of Variance Draft Term 2</p> <p>7.4 ARTE and Curriculum Reports Term 2</p>
8.	Policies For Review
	<p>8.1 Curriculum Policy (approval for adoption sought)</p> <p>8.2 Assessment Policy (approval for adoption sought)</p> <p><i>The above policies are presented for adoption – no feedback or comments have been received from the consultation process.</i></p> <p>8.3 Policies – Approval for Consultation Sought</p> <ol style="list-style-type: none"> 1. Police Vetting 2. Child Protection Policy 3. Appraisal Policy 4. EOC Overseas Trips 5. EOC Procedural Policy 6. Equal Employment Opportunities 7. Health & Safety Policy 8. Induction Training & Information 9. Others in the Workplace 10. Website Privacy policy 11. Worker Participation 12. Risk Management 13. Privacy Policy 14. RHS Bus Network Policy 15. Protected Disclosures 16. Restraints policy
9.	In Committee Meeting
	<p>Resolution to Move into In-Committee meeting</p> <p><i>“That the public be excluded from this meeting for the consideration of Agenda Items 2, 3, 4, 5, 6, 7, 8, and 9 of the In- Committee Agenda (Strategic Discussion and Administration, and Information Items), for the reasons contained in Clauses S9 (2) (a) Official Information and</i></p>

RHS Vision Statement *“Each and every learner will thrive in a centre of learning excellence.”*

Updated March 2020

	<i>Meetings Act 1982("To protect the privacy of natural persons") and Clause S9 (2) ("Carry on commercial and industrial negotiations") and that the meeting move In-Committee."</i>
10.	For Information Items
	<ul style="list-style-type: none"> ▪ 2020 Student Election timeline ▪ 1 March and 1 June roll report – tabled ▪ Polices revised schedule of review dates
11.	Date of Next Meeting
	BOT Meeting 19 August 2020

INWARDS CORRESPONDENCE:

DATE	DETAILS	COPIES TO	ACTION
1 June 20	CES Nomination Board of Directors	BOT	For information
1 June	Education Gazette No 8	BOT	For information
15 June	Education Gazette No 9	BOT	For information
1 June	CESM Documents	BOT	For information
2 June	Electoral Commission 2020 General Elections	BOT	For information
21 May	Email – process re casual vacancy on BOT ex BOT Chair c	BOT	For information
2 June	MoE Annual report receipt	BOT	For information
28 May	<u>NZSTA Teacher aides update</u>	BOT	For information
1 June	<u>NZSTA Election results</u>	BOT	For information
21 May	<u>NZSTA Newsletter</u>	BOT	For information

OUTWARDS CORRESPONDENCE:

Date	Details
	N/A

ACTION TABLE:

Meeting Date	No	ACTION	Responsibility	Date Due
22 May 19	AP103	Communications Plan – revise and Bring back	CQ KR	May BOT Mtg- remove see AP 201

RHS Vision Statement *"Each and every learner will thrive in a centre of learning excellence."*

Updated March 2020

26 June 19	AP111	Health and Safety Report on BOT responsibilities to come back	DL	Sept Mtg
6 Nov 19	AP148	Review Rangiora HS Graduate profile	PD	
19 Feb 20	AP172	By Election Casual Vacancy	KR	WIP
	AP176	Delegation's Final Copies to be signed	KR	March Completed remove
	AP177	TOR to be reviewed by Committees (ARTE remaining)	KR	FP and Susp Cttee done WIP
	AP179	Finance and Admin Policy to be completed	KR DL	WIP
	AP180	Dates for Tuahiwi workshops to be advised	KR	TBC- later in year
25 March 20	AP184	Approach NZSTA re assistance with Risk Assessment and Management	TBC	WIP
	AP187	BOT Self Review 2020 deferred from previous meeting		Remove – to be done in November 2020
	AP190	Review Assessment and Curriculum Policies for consultation	KR	On agenda
20 May 20	AP195	COI for Principal to be included in BOT COI Register	KR	WIP
	AP198	Review of Policy dates	KR	FYI on today's agenda
	AP200	Report Self Review Maori and Pacific Students	STK	August
	AP201	Communications Plan Review -	STK CQ	OS assistance to be engaged

EVENTS

Date	Details
	<p>Prizegiving 2020 etc.</p> <p>Junior - 10 December 7pm Senior - 30 November Year 13 - 2 December</p>
	<p>Newsletter 2020 Dates</p> <ul style="list-style-type: none"> ▪ Simon Green term 2 2020 - Theme suggested – curriculum and Kahui Ako – due 29 June ▪ Ben Prain Term 3 2020 – Theme suggested – sport and mid-term elections in Dec 20 ▪ Louise Courtney term 4 2020 – Theme suggested - Summary of the year past ▪ 2020 Year Book October 2020- Simon Green
	<p><i>Strategic Planning Day Term 2 or 3 - to be discussed</i></p> <p><i>PTA meetings</i></p> <ul style="list-style-type: none"> ▪ 4 August ▪ 10 November

RHS Vision Statement “Each and every learner will thrive in a centre of learning excellence.”

Updated March 2020

	<ul style="list-style-type: none">▪ Whanau hui Dates 2020 Leigh Kennedy will attend all, Simon Green will attend first one▪ 30 July▪ 17 September▪ 5 November
	Ball dates 2020 – now postponed Meet and Greet winter 2020?

DRAFT

RHS Vision Statement *“Each and every learner will thrive in a centre of learning excellence.”*

Updated March 2020